



# PURCHASE ORDER

**PO Number:**

**Order Date:** 12/9/2015

*Requisition Number:*

**Released**

MAIL INVOICE TO AGENCY BELOW

TEXAS FACILITIES COMMISSION  
 FISCAL MANAGEMENT / ACCOUNTS PAYABLE  
 P.O. BOX 13047 Austin, Texas 78711-3047  
 OR  
 email to: [accountspayable@tfc.state.tx.us](mailto:accountspayable@tfc.state.tx.us)

Delivery Location

Referenced Source or Vendor

--Select--

**Show numbers on all papers and packages**

34544544546  
 Texas Department of Insurance  
 Attn: Licensing Division, MC107-1A  
 Austin, TX 78711-2875  
 Agent and Adjusting Licensing Office  
 Phone:512-676-6500, Fax:  
 License@tdi.texas.gov

|                    |                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Description</b> | Insurance License Renewal<br><br>See attached license renewal form.<br><br>TFC Contact:<br>Cassandra Cox, 512-463-7473<br><br>Sec. 771.003. AUTHORITY TO CONTRACT; EXCEPTIONS. (a) A state agency may agree or contract with another state agency for the provision of necessary and authorized services and resources.<br>Exempt Purchase TGC 771 Interagency Agreement. |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Line Items

| Description                                                                                                                                                                                                                                     | Qty | Unit | Unit Price | Start Date | End Date   | Total    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|------------|------------|------------|----------|
| License Renewal Fee<br>License Type: General Lines Agent<br>License Number: 1125611<br><br><b>NIGP Class:</b> 963<br><b>NIGP Item:</b> 45<br><b>Object Class:</b> 210 <b>Reimbursement Type:</b> Not Reimbursable <b>Notes:</b> Note to Fiscal: | 1   | Fee  | \$100.00   | 12/19/2015 | 12/19/2016 | \$100.00 |

|                                                                  |  |  |  |  |  |                 |
|------------------------------------------------------------------|--|--|--|--|--|-----------------|
| Payment must be received by 12/19/2015 to avoid late fee of \$25 |  |  |  |  |  |                 |
| <b>Grand Total</b>                                               |  |  |  |  |  | <b>\$100.00</b> |

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

|                                  |                                           |
|----------------------------------|-------------------------------------------|
| <b>Agency</b>                    | TFC                                       |
| <b>Fiscal Year</b>               | 2016                                      |
| <b>Division</b>                  | Finance                                   |
| <b>Program</b>                   | Internal Procurement                      |
| <b>Phone</b>                     | 5124637473                                |
| <b>Org Code</b>                  | 0207 - Internal Procurement               |
| <b>Type of Purchase/PCC Code</b> | Exempt With Specific Legal Citation - "-" |
| <b>Work Order Number</b>         | NA                                        |

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

**Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_  
 Gamino Jr, Rico - CTPM, 5129363567

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Chapter20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this number order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of

[\(Show Terms And Conditions...\)](#)